

**TOWN OF FORESTBURGH**  
**PLANNING BOARD APPLICATION**

**TOWN OF FORESTBURGH  
PLANNING BOARD  
332 King Road  
Forestburgh, New York 12777  
845-794-0611 x23**

**APPLICATION**

Original page to be submitted to the Planning Board, copy to applicant

Date of Application: 03/09/2026 APPLICATION NO. \_\_\_\_\_

Applicant's Name: Robert Jacobs ( Manager)

Applicant's Address: 141-59 73rd Terrace Drive, Flushing, New York 11367

Applicant's Telephone: 516-903-7070 Email: bobbyjacobs18@gmail.com

Owner's Name: Birchwood Estates, LLC c/o Dependable Management

Owner's Address: P.O. Box 416, Monroe New York 10949

Owner's Telephone: 845-537-0218 Email: bobbyjacobs18@gmail.com

Address of Project: 40 Rod and Gun Club Road, Forestburgh, NY

Section: 12. Block: 1 Lot: 3.1 Zone: RR-Residential Recreation District

Existing Use: Undeveloped vacant land

Proposed Use: Twenty-nine (29) lot subdivision with recreational area.

Nature of Project (check one):

Lot improvements or Natural Subdivision (§148-10 - §148-12) \_\_\_\_\_

Subdivision:

Minor (§ 148-13, 14) \_\_\_\_\_

Site Plan Approval \_\_\_\_\_  
(new or amendment)

Major (§148-15, 16, 17) X

148-15-Sketch Review

Special Use Permit \_\_\_\_\_

Conservation (§148-18) \_\_\_\_\_

Other (specify) \_\_\_\_\_

**The following must be submitted to the Planning Board (c/o the Forestburgh Town Clerk) in 13 pre-packaged envelopes ready for delivery (SEE INSTRUCTIONS):**

- 1) Letter of explanation
- 2) Completed Short-Form EAF (<https://www.dec.ny.gov/permits/6191.html>)
- 3) Proof of ownership or Owner's Proxy (form attached)
- 4) Site Plan
- 5) Estimated cost of project
- 6) Receipt of fees paid. (Fee must be paid at time application is filed. Fee schedule attached.)

**FOR OFFICE USE ONLY**

**FEE PAID \$ \_\_\_\_\_ DATE PAID: \_\_\_\_\_ RECEIPT NO: \_\_\_\_\_**

## **INSTRUCTIONS FOR APPLICANT TO THE PLANNING BOARD**

**PLEASE NOTE:** Paragraphs 1-4 are to be filled in by the person distributing this application.

1. Name of applicant: Robert Jacobs (Manager)

2. Date applicant receives this form: March 9, 2026

3. Date of next planning board meeting: March 24, 2026

4. Applicants must submit all required materials to the Town Hall on or before 12:00 PM (noon) of March 9, 2026 (date determined by computing Fifteen (15) calendar days before the next Planning Board meeting - see schedule of meetings). If the submission date falls on a holiday, the next business day after the holiday becomes the last day to submit, otherwise the Planning Board may determine to delay consideration or review of the application until the following meeting.

### **GENERAL INFORMATION**

Applicant can expect a minimum of two (2) complete meetings conducted over a period of two (2) months to obtain a decision. All applications must be submitted both in paper and electronic forms. Lot Line improvement applications may omit the electronic copy if the applicant is self-represented or for other good cause shown.

- a. Appearances before the Planning Board must be preceded by notice to the Planning Board Chair 15 days in advance of all meetings.
- b. Planning Board meeting starts at 7:00 PM on the fourth Tuesday of the Month, unless otherwise noted. If necessary, work sessions may be held prior to the regular Board meeting.
- c. The application and escrow fees **must** be paid before being placed on any agenda. Separate checks must be provided for the fee and for the escrow.
- d. Discussion prior to the public hearing and some public hearings may extend beyond a single meeting.
- e. Decision may be rendered the night of the public hearing. However, the Board may adjourn action on application up to sixty-two (62) days after the date the public hearing is closed. The period of deliberation may be extended by the mutual consent of the Applicant and the Planning Board.
- f. Applications that have not received consideration by the Planning Board (i.e., that have not been discussed, reviewed, commented upon, revised, or approved) due to the Applicant's non-appearance before, failure to provide requested materials, and/or failure to request action by the Planning Board, may be deemed abandoned at the discretion of the Planning Board after six (6) months without further notice. If an application is deemed abandoned, applicant will be so advised, and any unused escrow funds will be returned to the applicant. Thereafter, the Applicant will have to file a new application with all fees and regulations as required without "credit" for application or other fees previously paid in order to pursue the requested approval.
- g. Applicants are encouraged to check subsequent Planning Board minutes while their application is pending. Minutes are available at the Town website, [www.forestburgh.net](http://www.forestburgh.net) and also at Town Hall.

**INSTRUCTIONS FOR APPLICANT TO THE PLANNING BOARD (cont.)**

**PRE-MEETING SUBMISSIONS:**

- 1) **Fifteen (15) days** prior to the first meeting, copies of the following must be submitted to the Planning Board (c/o the Forestburgh Town Clerk) electronically and in paper format in **13** pre-packaged envelopes ready for delivery to Board Members. Two additional packages are to be delivered to the Planning Board attorney and engineer:
  - a) Completed application
  - b) Letter briefly explaining the project
  - c) Completed Short Form EAF (Environmental Assessment Form)  
(<https://www.dec.ny.gov/permits/6191.html>)
  - d) Proof applicant(s) own property involved, or written permission from owner (owner proxy, corporate or other)
  - e) Copies of site plan - each plan folded

**THE APPLICATION FEE AND ESCROW FEES MUST  
ALSO BE PAID AT THIS TIME**

**The Applicant or a representative must appear at the first meeting, and each and every subsequent meeting when the matter is on the Planning Board's agenda. If the applicant is not present, the matter will be removed from the agenda and adjourned.**

Revised site plans or supplemental materials may be requested. All requested information or revisions must be submitted to the Planning Board (c/o the Forestburgh Town Clerk) electronically and in pre-packaged envelopes **NO LATER THAN Fifteen (15) days** prior to the next scheduled meeting and/or public hearing. If not submitted on time, discussion on the project revisions and/or the public hearing will not be held and will be rescheduled to the next meeting.

**PRIOR TO THE PUBLIC HEARING:**

- 1) After the Planning Board schedules applicant's public hearing, go to the Assessor's Office (Town Hall) the next day for information on obtaining a list of property owners to whom applicant must forward applicant's mailings.
- 2) At least **Fifteen (15) days** before the date of the public hearing, each owner appearing on the Assessor's list with property within 500' of applicant's property (including property across a street, road or highway) must be forwarded a copy of the Public Hearing Notice by mail. Proof of mailing to each owner must be submitted and presented to the Secretary of the Board prior to the public hearing.
- 3) The applicant will place a public notice in the legal section of the official newspaper of the Town of Forestburgh and post the notice in Town Hall as notification to the general public.

**NOTE:**

If fifteen (15) days prior to the public hearing applicant has not submitted any and all additional information or revised plans requested to the Planning Board (c/o the Forestburgh Town Clerk), mailings to surrounding property owners should not be sent as no hearing will be conducted in the absence of such additional information.

**IMPORTANT:**

Per Zoning Law relative to Commercial Applications, "An approval of a site development plan by the Planning Board shall expire unless a building permit is secured within six (6) months of approval, and unless actual construction is begun within nine (9) months of approval."

**NUMBER OF SUBMISSIONS REQUIRED FOR NEXT MAILING**

ALL SUBMISSIONS MUST BE RECEIVED IN THE TOWN HALL NO LESS THAN 15 CALENDAR DAYS BEFORE THE PLANNING BOARD MEETING IN WHICH THE APPLICANT IS SCHEDULED TO APPEAR and ALL SUBMISSIONS MUST BE IN UNSEALED MAILABLE ENVELOPES

NAME OF APPLICANT: Robert Jacobs (as Agent for) DATE: March 5, 2026

- Forestburgh Planning Board Members & Secretary (8)
- Planning Board File Copy (1)
- Town Supervisor (1)
- Highway Superintendent (1)
- Forestburgh Fire Department Chief (1)
- Forestburgh Code Enforcement Officer (1)

NUMBER OF COPIES TO BE DELIVERED  
TO THE TOWN HALL at the time of the initial submission: 13

**IN ADDITION, 2 PACKETS MUST BE PROVIDED DIRECTLY BY THE APPLICANT TO:**

Harris Beach PLLC  
ATTN: Javid Afzali, Esq.  
Attorney for the Town  
677 Broadway, Suite 1101  
Albany, NY 12207

Joseph Gottlieb, P.E., P.C.  
Forestburgh Engineer  
18 Anawana Lake Rd  
Monticello, NY 12701

These submissions must be received at the addresses listed ***no less than 15 calendar days before*** the Planning Board meeting in which the applicant is scheduled to appear. Please allow ample time for mailing if not delivering by hand or via overnight courier service.

If applicant's packets are not submitted by the stated date, the Planning Board may determine to delay consideration or review of applicant's application until the following meeting.

Additional copies to other involved agencies or parties may be required depending upon the nature of the application. Applicant will be notified by the Planning Board if additional applications need be submitted, when, how many, and to whom.

**Owner's Proxy before the Forestburgh Planning Board**

INDIVIDUAL/PARTNERSHIP OWNER

(Owner/Partner/Manager) ROBERT JACOBS deposes and says he/she resides at

141-59 173 TERR. FLUSHING NY 11367

and that he/she/it is the MANAGER of the premises described in the attached application located at

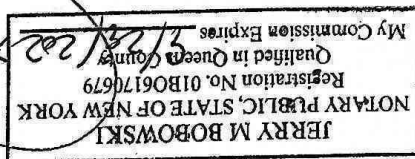
40 RUN & GUN CLUB RD. FORESTBURGH N.Y.

The owner has authorized KEYSTONE ASSOC. to make the attached application and to appear before the Planning Board.

*Robert Jacobs*  
Owner/Partner/Manager Signature

Sworn to before me this  
5 day of FEBRUARY, 2026.

*Jerry M Bobowski*  
Notary Public



**TOWN OF FORESTBURGH PLANNING BOARD  
REQUEST FOR APPROVAL OF  
FIRE CHIEF OF FIRE DISTRICT OF PROJECT LOCATION**

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**Applicant:** Robert Jacobs ( Manager)

**Location:** 40 Rod and Gun Club Road

**Tax Map Parcel:** 12.-1-3.1

**Drawing Entitled:** \_\_\_\_\_

**Prepared By:** \_\_\_\_\_

**Drawing Reviewed:** \_\_\_\_\_ **Last Revised:** \_\_\_\_\_

**Recommended** \_\_\_\_\_ **Not Recommended** \_\_\_\_\_

**Approved with Comments** \_\_\_\_\_

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**Additional Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Signature**  
Fire Chief of Fire District  
of project location

\_\_\_\_\_  
**Date**

cc: Planning Board, Town of Forestburgh  
Code Enforcement Office, Town of Forestburgh

**TOWN OF FORESTBURGH PLANNING BOARD  
REQUEST FOR APPROVAL OF  
SUPERINTENDENT OF HIGHWAYS  
OF THE TOWN OF FORESTBURGH**

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**Applicant:** Robert Jacobs ( Manager)

**Location:** 40 Rod and Gun Club Road

**Tax Map Parcel:** 12.-1-3.1

**Drawing Entitled:** \_\_\_\_\_

**Prepared By:** \_\_\_\_\_

**Drawing Reviewed:** \_\_\_\_\_ **Last Revised:** \_\_\_\_\_

**Recommended** \_\_\_\_\_ **Not Recommended** \_\_\_\_\_

**Approved with Comments** \_\_\_\_\_

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Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Signature**  
Superintendent of Highways

\_\_\_\_\_  
**Date**

cc: Planning Board, Town of Forestburgh  
Code Enforcement Officer, Town of Forestburgh

# *Short Environmental Assessment Form*

## *Part 1 - Project Information*

### Instructions for Completing

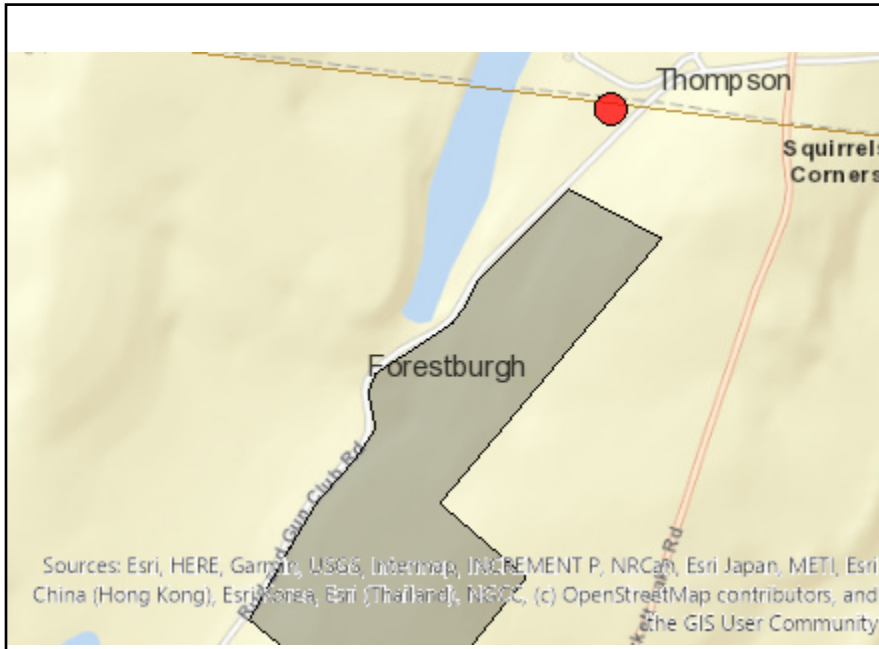
**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres (portion in Town of Forestburgh only) b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres (total parcel in Town of Forestburgh and Town of Thompson)				
4. Check all land uses that occur on, are adjoining or near the proposed action:				
5.     Urban           Rural (non-agriculture)           Industrial           Commercial           Residential (suburban)				
<input type="checkbox"/> Forest           Agriculture                           Aquatic           Other(Specify):				
<input type="checkbox"/> Parkland				

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest    Agricultural/grasslands    Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban    Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: _____ Date: _____</p> <p>Signature: <u>Matthe</u> Title: _____</p>		



**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources to confirm data provided by the Mapper or to obtain data not provided by the Mapper.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No